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of Transportation

**United States
Coast Guard**



Food Service Specialist Second Class

Food Preparation 3 Week Cycle Menus & Load Guides

U. S. Coast Guard
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FOOD SERVICE SPECIALIST SECOND CLASS COURSE

FOOD PREPARATION

THREE WEEK CYCLE MENUS

&

LOAD GUIDES

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**Questions about the text should be
Addressed to the Subject Matter Specialist for the
Food Service Specialist Rating**

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• REFERENCES

You will use the following manuals / publications to complete this pamphlet.

- Subsistence Manual, COMDINST M4061.3C (series)
- Food Service Practical Handbook, COMDINST 4061.4 (series)
- Armed Forces Receipt Service (NAVSUP PUB. 7 (series))

NOTICE TO THE STUDENT

PURPOSE

The purpose of this course is to provide the necessary skills to perform at the Food Service Specialist Second Class level as stated in the Enlisted Qualifications Manual, (COMDINST M1414.8 series). This course covers selected subjects on preparing:

- **Cycle Menus (three weeks in duration)**
 - **Deployment load guides**
-

Important Note

This text has been compiled for **Training Only**. It should **not** be used in place of official directives or publications. You should, however, remember that it's **your** responsibility to keep up with the latest professional information available for your rating. The current information qualifications are listed in the Enlisted Qualifications Manual, (COMDINST M1414.8 series).

Practice Exercises

You will be given a practice exercise for preparing cycle menus & load guides. Prior to starting each exercise, you should contact your supervisor and research standardized Coast Guard requirements.

Notice to the student, Continued

End of Course Tests

If properly used, the practical exercises included in this course will help you in preparing for your EOCT. You must understand and comprehend all of the material to pass the EOCT. You must achieve a score of 80% or better to successfully complete this course. Taking time to review this material prior to the EOCT is advisable

SERVICE WIDE EXAM STUDY

Service wide examination questions for your paygrade and rating are based on the Professional and Military Requirements sections of the Enlisted Qualifications Manual (COMDINST M 1414.8 series). Using the reference in this sections for your rating in the Enlisted Qualification Manual will help you prepare for the service wide exam.

PQS FORMAT

This course is a self-study, Performance Qualification Standard (PQS) style course. It provides pertinent information needed to meet the objectives of each chapter. In addition, it provides a list of references that you can use to obtain additional information about the subject, and that you must use to complete the exercises. The PQS format helps you to perform the objectives. It combines the performance, knowledge, skills required for you to qualify for advancement.

NOTICE TO THE STUDENT, CONTINUED

Supervisors Responsibility

Supervisor check-off sheets are provided in chapter 7. The check off sheets are used by your supervisor to verify that you are fully qualified in the performance of that assigned task. When you feel that you are ready to be checked off, request your supervisor to sign the check off sheet. By completing that particular lesson you'll also be eligible to have the corresponding performance qualification signed off.

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COURSE OUTLINE

The following chart lists the chapters in the book and their starting page.

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Chapter 1

Overview

Breads

- There are two basic kinds of bread.
 - Yeast raised products and
 - Quick breads
-

Yeast Raised Breads

Reading Assignment

Read Chapter 7 pages 7-120 through 7-134 in the Food Service Practical Handbook, COMDINST P4061.4 (series).

Practice #1

Using section D of the Armed Forces Recipe Service (NAVSUP PUB7). Chose any two of the recipes for yeast raised bread products, do the proper recipe conversion and produce the product. Upon completion of this exercise have your supervisor use the check off sheet provided and, if successful, continue on to the next section.

Sweet Dough

Sweet Dough

Sweet dough by its name implies a sweet flavor, because they contain a greater amount of sugar, spices, eggs and other ingredients.

The two types of sweet dough are:

- Regular sweet dough
 - Danish Pastry
-

Reading Assignment

Read Chapter 7 pages 7-135 through 7-140 in the Food Service Practical Handbook, COMDINST 4061.4 (series).

Practice # 2

Using section D of the Armed Forces Recipe (NAVSUP Service PUB 7). Chose any two of the recipes for yeast raised sweet dough products, do the proper recipe conversion and produce the product. Upon the completion of this exercise have your supervisor use the check off sheet provided in chapter 7, and if successful, continue on to the next section.

Chapter 2

Meat Carving

Overview

Intro- duction

This chapter is provided to assist you in understanding the tools and methods required for hand-carving meats.

Objectives

After completing this chapter you'll be able to:

- Identify the proper carving tool
 - Sharpen knives
 - Steel knives after sharpening
 - Identify the direction of the meat grain in any given cut of meat.
 - Hand carve a Standing Rib Roast
 - Hand carve a Steamship Round
-

Reference

The following reference was used throughout this chapter:

Food Service Practical Handbook (COMDINST P 4061.4)

Meat Carving, Continued

Reading Assignment

To complete this section you must read the following:
Chapter 7-A pages 7-13 through 7-17 in the Food
Service Practical Handbook (COMDINST P4061.4)

Practice # 1

Using the Armed Forces Recipe Service, NAVSUP Pub 7, recipe L-5. Prepare a Standing Rib Roast or a Steamship Round, do the proper recipe conversion and produce the product. In order to complete this exercise you must properly **hand carve** the roast for service. Upon completion of this exercise have your supervisor use the check off sheet provided in chapter 7, and if successful, continue on to the next section.

Chapter 3

Chapter Overview

Intro- duction

This chapter is provided to assist you in developing cycle menus for Coast Guard dining facilities. You should refer back to this chapter when completing the practical exercise relating to the preparation of menus.

Objectives

After completing this chapter you'll be able to:

- Requisition Armed Forces Recipe Service (AFRS) cards.
 - Requisition dining facility forms.
 - Fulfill nutritional requirements when preparing menus.
 - Provide fat-substitute menu alternatives.
-

Reference

The following Reference was used throughout the preparation of this chapter:

- Food Service Practical Handbook (FSP, COMDTINST P4061.4 (series))
-

Armed Forces Recipe Service Cards

Recipe Cards

Revised sets of Armed Forces Recipe Service (AFRS) cards are available to all field units. The recipe cards are available through the stock system. The cards are ordered from the Naval Publications and Forms Center (NPFC), Philadelphia, PA., via the Automated Requisition Management System (ARMS), or by MILSTRIP requisition message.

Provide the unit supply representative with the stock numbers of the recipe cards and they will order the cards for you. A list of current recipe cards and corresponding stock numbers are provided below.

AFRS Card Stock Numbers

Use the following stock numbers when ordering AFRS cards. This revision includes *all* changes and should be used when preparing menu items for the dining facility. The primary change in the recipe cards includes the decrease/deletion of salt, fat, MSG, and fried items:

AFRS Recipes	0530-LP-188-7300
AFRS Index of Recipes	0530-LP-188-7400

Menu Forms

How To Order Menu Forms

When ordering dining facility forms you should obtain the stock numbers and deliver them to the supply representative. The storekeeper will order the forms for you. The menu forms listed below are requisitioned from NPFC, however, the forms are NOT free of charge. The following forms and stock numbers are available and should be ordered if not currently held at your unit:

- Menu Draft (NAVSUP 1092)
Stock Number 0108-LF-502-7801
 - Dining Facility Menu (NAVSUP 1080)
Stock Number 0108-LF-501-0800
-

Nutrition & Weight Control

The following Navy publication contains valuable information on menu preparation, calories of menu items, cholesterol intake, and additional nutritional information. It should be considered when preparing menus and as a general guide to wellness. The publication is NOT free of charge. However, it serves as a valuable tool in the operation of your dining facility and should be used as a reference. The publication title and stock number are listed below.

- Navy Nutrition and Weight Control Guide
Stock Number 0500-LP-317-3800
-

Menu Hints

Menu Budget

The menu must be drafted and developed around the unit's *total* Basic Daily Food Allowance (BDFA). This will prevent a menu from being developed and approved that the BDFA cannot support due to the exorbitant cost of menu items. By not using the BDFA you will be wasting both yours and the approving officials' time.

Listing Menu Items

You must be sure to include the AFRS card numbers when listing menu items. This practice will save time, as the FS assigned to those items can go directly to the card without having to look through the index to find the card number. The additional time saved can be used in the preparation of other menu items.

Avoiding Entree Repetition

You should avoid repeating entree items when planning a menu. The following are steps used to prevent repetition:

- Ensure that Monday's entrees are not the same as the previous day
- Lay out the menu drafts to easily identify repetition

Often there is repetition of entrees between the end of the fourth cycle and the beginning of the first cycle. After drafting the cycle menus, you should lay them all out to assist you in identifying this potential problem. This will also identify an overlapping problem. for example, you'll be able to notice if fried items were served on consecutive days.

Continued on next page

Menu Hints, Continued

Color Code System

After you've completed the menu drafts, you should use colored markers to identify each entree. This will assist you in preventing a heavy concentration of a particular entree. The color code you should use for each entree is identified below:

- Beef = Red
- Pork = Pink
- Poultry = Yellow
- Seafood = Green

By using this color code system you'll be able to identify a potential problem early in the draft, thus saving time by not having to prepare a corrected version.

Daily Food Requirements

The best available guide for dividing food in regard to nutrients, is the Daily Food Guide System. This guide is located inside the Index of Recipes for the AFRS. For a list of food contained in each group refer to the Food Service Practical Handbook, figure 5-3, Kinds of Foods.

You should use the guide when listing the daily menu requirements for:

- milk
 - meat
 - fruits and vegetables
 - breads and cereals
-

Continued on next page

Menu Hints, Continued

Rule of Three's

When preparing any seven day menu, you should:

- always ensure there is a minimum of three different colors of food incorporated into each and every meal (e.g. baked chicken breast, peas and mushrooms, parsley potatoes, etc.)
 - never exceed **three** fried meals (as entrees) per week
 - never serve more than **three tomato** based (concentrate) products per week
 - always include a **crisp, soft, and firm** food in each meal (e.g. fried chicken, mashed potatoes, waldorf salad, etc.).
-

Steak and Seafood Menus

You should serve a steak meal (i.e., strip, T-bone, rib) a minimum of twice per month. The amount of steak meals varies depending on the likes of the crew, and the unit BDFA budget.

When serving seafood, you should ensure that one entree item is a fish filet. The filet may be either fresh or frozen.

Fried Foods

Deep Fat Fried Items

Deep fat fried items should be kept to a minimum. You should offer an alternative, whenever possible, when fried items are placed on the menu. A few examples are listed below:

IF SERVING	THEN ALSO SERVE
FRIED CHICKEN	BAKED CHICKEN
FRIED ZUCCHINI	SAUTÉED ZUCCHINI
FRIED SHRIMP	BOILED SHRIMP
BEEF CORDON BLEU	LEAN ROAST BEEF
FRIED FISH FILET	BAKED FISH FILET
TEMPURA BROCCOLI	STEAMED BROCCOLI

Fats to Avoid

You should avoid using saturated fat when frying food. Saturated fats come from animals and some plants. Those fats you should be using are listed below:

- Coconut oil
- Palm oil
- Cottonseed oil
- Cocoa butter

Continued on next page

Fried Foods, Continued

Choice of Fats

Remember, when frying any food item, fry in unsaturated fats. Unsaturated fats are found in vegetable oils such as:

- Canola
 - Safflower
 - Sunflower
 - Peanut
 - Olive
-

Benefits

Some of the benefits of preparing alternative menu items instead of fried items are listed below:

- Preparation time gained can be used to prepare remaining menu items.
 - A healthier choice is offered to your patrons.
 - Food costs are usually less to prepare the alternative items.
-

Frequency of Items

You should not have an entree, or component of any meal, deep fried more than three times per week.

For example, if fried fish appears on a Friday seafood menu (this counts as one meal), no more than two other fried items should appear on the menu total for the whole week.

Meats

Meat Guidelines

Prescribed meat frequency guidelines provide morale, cost containment, and consistency in Coast Guard wide menus. On some menus, meat costs could account for up to 60% of total menu.

Meat frequency guidelines provide flexibility for customer preference and local subsistence support. They are based on 14 meals per week (lunch and dinner). The guidelines do not account for breakfast. Normally, there are 21 meals served per week. However, since breakfast meat, for the most part is pork, the total amount of pork on a weekly menu would be grossly overstated, and therefore is not included. The chart below should be used to prevent a high concentration of any one meat on a particular menu.

Frequency Chart

TYPE OF MEAT	RECOMMENDED SERVINGS PER WEEK
BEEF	No more than four
POULTRY	No less than four
PORK	At least once
SEAFOOD	At least twice

Continued on next page

Meats, Continued

Frequency Chart (Continued) Use the chart on the previous page as a guide when you develop cycle menus. There are 11 servings listed, of the 14 required. If you follow these recommendations your menus will have good variety and will not be redundant.

Chapter 4

Three Week Cycle Menu Preparation

Chapter Overview

Intro- duction

As a Food Service Specialist (FS2), you'll be tasked with preparing cycle menus for Coast Guard Dining facilities. As you prepare these menus, keep in mind the responsibility you have to the crew in regard to nutrition and morale.

Objectives

Upon completion of this chapter you'll be able to:

- Draft a three week cycle menu.
- Prepare a dining facility menu.
- Submit the completed menus to the appropriate approving official.

You'll be provided practical exercises to help you achieve these objectives.

References

You should use the following references to complete the practical exercise:

- Food Service Practical Handbook, COMDTINST P4061.4 (series)
- Subsistence Manual, COMDTINST M4061.3 (series)
- Armed Forces Recipe Service, NAVSUP PUB 7

Required Forms

The following forms will be required to complete the practical exercise and can be found in the appendix of this pamphlet:

- Menu Draft (NAVSUP 1092)
- DINING FACILITY MENU (NAVSUP 1080)

Practical Exercise

Scenario

Using the menu standards listed in chapter 3 and the references listed on the previous page, fill out three separate Menu Drafts (NAVSUP 1092) located in the appendix. Develop the three cycle menus for use at your unit. Transfer the menu drafts to individual Dining Facility Menus (NAVSUP 1080) located in the appendix, and submit the completed menus to the senior Food Service Specialist or your supervisor.

Submission Requirements Follow the instruction below:

- There is no time limit.
 - Submit all four of the menus together as a package and NOT individually.
-

Chapter 5

Preparing Load Guides

Chapter Overview

Intro- duction

This chapter is provided to assist you in developing load guides for medium class Coast Guard dining facility's afloat. You should use the job aids provided in this chapter to help you complete load guides for your unit.

Objectives

After completing this chapter you'll be able to:

- Determine the number of patrons to be served during the three week cycle period.
- Determine how many times an item will be served during a three week cycle.
- Draft a three week load guide.
- Determine the quantity required each time an item will be served during the cycle.
- Accurately total the subsistence stockage requirement.
- Submit the completed load guides to the appropriate approving official.

Chapter Overview, Continued

Prerequisite Prior to starting the exercise you **MUST** have developed the three new unit specific cycle menus required in Chapter 4.

Reference The references listed below are required to complete the practical exercise:

- Food Service Practical Handbook (COMDTINST P4061.4).
- Armed Forces Recipe Service (NAVSUP Publication 7).

Required Form The following form will be required to complete the practical exercise and can be found in the appendix of this pamphlet:

- Frequency Chart

Why use Load Guides? Load guides are a systematic way of ensuring that ample subsistence supplies are loaded to meet operational commitments. If load guides are not used, you run the risk of running out of items needed to provide a balanced menu.

For example, load guides were not used in preparing for a six week deployment. Three weeks into the deployment you run out of poultry. For the duration of the patrol you will exceed the recommended amount for pork and beef, since these are the only items available in the on board inventory.

This error will be eliminated through the utilization of, and correctly calculated load guides.

Trouble Shooting

There are common mistakes made when drafting load guides. To avoid a potential problem, you should check your list and ensure the following considerations are taken into account. Prior to ordering and/or loading, check and verify the following:

- Fresh produce or dairy products are not ordered/loaded in excess of your unit's ability to consume them. Three weeks is the maximum until the stock is usually unfit for consumption
- Bakery items are not ordered/loaded in excess of your unit's ability to adequately store them (freeze/refrigerate).

Trouble Shooting, Continued

- Dry goods are not in excess of your dry storage capacity.
- Potato or potato substitutes are in sufficient supply to fill-in for the period between depleting the stock and re-supply (i.e. rice, dehydrated potato slices, etc.).
- Frozen vegetables are in sufficient supply to fill-in for the period between depleting the stock of fresh vegetables, and re-supply (i.e. carrots, broccoli, mixed, etc.).
- Ingredient items, spices, condiments, salt, pepper, are included.
- The patrol area (i.e. Caribbean) may indicate that additional beverages should be loaded, since the crew will consume more liquids than normal due to the tropical temperatures.
- The logistical capability of the unit re-supplying your unit (i.e. LOGREQ's need to be sent to support the mission, transfer of stores, etc.).

Notes: Storage capacities are frequently inadequate for the amount of dry storage items required to complete a patrol. If freezer/dry space is critical, compensate the frozen menu items with canned and vice versa.

To obtain the additional storage for the subsistence items, (prior to ordering) you should seek additional temporary secured storage aboard. The compartment, locker, etc. can be used until the stock is depleted.

How To Load

To prevent common mistakes when ordering subsistence items prior to deployment, follow the steps below in the order given:

STEP	ACTION
1	Develop cycle menus
2	Have cycle menus approved
3	Draft a load guide
4	Order subsistence items

Note: If you follow these preliminary steps you will automatically load the correct amounts of all food items needed to deploy, regardless of duration.

Load Guide Job Aid

Intro- duction	A "Job Aid" is a depository of written information of processes or perspectives that is accessible to the individual. Job aids support the task (and/or activity) by directing, guiding and improving performance. In this case, job aids provide a tool used to figure the amount of food required to support the Coast Guard mission.
Load Guide Job Aids	<p>The job aids on the following pages provide you with a set of procedures to calculate the following:</p> <ul style="list-style-type: none">• Number of patrons.• Quantities required each time an item is served.• Frequency of individual menu items served during a given period.• Grand totals of required subsistence for a specific period.
Who Should Use The Job Aid	These job aids are designed for the senior FS in performing their assigned duties, and as tools to train junior FS to load adequate amounts of subsistence items for deployment.

Load Guide Job Aid, Continued

When To Use These Job Aids	<p>These job aids should be used <u>anytime</u> you:</p> <ul style="list-style-type: none">• consider ordering subsistence items,• desire a realistic item count,• need to calculate the approximate amount of storage required.
---	--

Load Guide Job Aid, Continued

**Job Aid to
Calculate
Number of
Patrons**

Calculating Number of Patrons			
See Executive or Personnel Officer for the number of onboard personnel.			
Officers:	_____	Enlisted:	_____
Officers TAD:	_____	Enlisted TAD:	_____
Officers AVDET	_____	Enlisted AVDET	_____
Other:	_____	Other:	_____
Total:	_____	Total:	_____
(Add both totals) _____			

Load Guide Job Aid, Continued

Job Aid to Calculate Subsistence Items

1.	Begin calculations starting with the first meal on day of deployment.													
2.	Select item to be served from the menu.													
3.	Get recipe for the item selected: For example: BACON Determine the working factor by dividing the number of crewmembers to be fed by the standard number of portions on the Recipe card. 15 / 100 = .15 Crew Member Total Recipe Card Standard Portions Working Factor													
4.	Multiply the working factor by weight category on the Recipe card. .15 X 12 lbs. = 1.8 lbs. Working Factor Weight for 100 portions on recipe card Weight needed to feed crew 1 serving													
	Convert decimal weights to lbs. or ounces. 1.8 lbs. = 1 lb. .8 x 16 oz. = 12.8 oz. once converted to oz. see rounding chart in FSPH Chap. 5 page 65													
5.	Total weight needed to serve 1 serving to crew is: 1lb. 12 3/4 oz.													
6.	Calculate how many times the item is served during the deployment. For example:													
	PORK	1ST WEEK			1ST WEEK			1ST WEEK			1ST WEEK			TOTAL TIMES SERVED
		B	L	D	B	L	D	B	L	D	B	L	D	
	BACON	2			1			2			1			
	HAM		2		1	1		2		1		1	1	9
7.	Multiply the total weight required for 1 serving of the required food item by the number of times served. 1lb. 12 3/4 oz. converts to a decimal of 1.128 1.128 lbs required for 1 serving x 6 number of times served = 6.768 lbs. total required for deployment													
8.	Convert decimal weights to lbs. or ounces. 6.768 lbs. x 16 oz. = 108.288 oz.													
9.	Total weight needed for the deployment is: 6lbs. 12 1/4 oz.													

Practical Exercise #1

Scenario Using the job aids and the frequency charts provided on pages A-4 through A-11, calculate the required amount for the following.

Note: You must use the Armed Forces Recipe Service Cards to complete this exercise.

- Figure the amount of pasta (macaroni, egg noodles, or spaghetti) needed for a crew of 175 (total), to be served 14 times during a three week cycle.
-

- Figure the amount of pork loin (boned) needed for a crew of 75 (total), to be served 7 times during a three week cycle.
-

- Figure the amount of baked chicken (whole) needed for a crew of 82 (total), to be served 9 times during a three week cycle.
-

Go to page 6-1 for feedback

Chapter 6

Practical Exercise #1

Feedback

- Figure the amount of pasta (macaroni, egg noodles, or spaghetti) needed for a crew of 175 (total), to be served 14 times during a four week cycle. Check your total against the one listed below.

294 pounds

- Figure the amount of pork loin (boned) needed for a crew of 75 (total), to be served 7 times during a four week cycle. Check your total against the one listed below.

199 pounds 8 ounces

- Figure the amount of Baked Chicken (whole) needed for a crew of 82 (total), to be served 9 times during a four week cycle. Check your total against the one listed below.

605 pounds 11 ounces

Note: In the event you experience any problems completing this exercise, review the reference, contact your supervisor for guidance and repeat the exercise.

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Chapter 7

Chapter 7

Supervisor Check-off Sheet

Yeast-raised and Sweet Dough

**Checking
the
Completed
Products**

You may refer to the manuals listed on page 1-1 and 1-2 to check off the student for the exercise

YES NO

1. Did the student perform the correct recipe conversion? _____
2. Did the student dissolve the yeast, in the proper temperature water? _____
3. Did the student properly mix the ingredients? _____
4. Did the student properly ferment the dough? _____
5. Did the student properly punch the dough? _____
6. Did the student perform the makup properly? _____
7. Did the student properly proof the dough? _____
8. Did the student properly bake the dough? _____
9. Did the student properly serve the product? _____

Continued on next page

Yeast-raised and Sweet Dough, Continued

Signature

If any of the responses are no, explain to the student where the errors were made and direct the student to go back and repeat that particular task.

If all responses to the questions are yes, sign this sheet and performance qualifications A.5.01 and A5.02

Date: _____

Supervisor: _____

If upon submission of the practical exercises, you need clarification of the expected performance, contact the Food Service Specialist Subject Matter Specialist at (707) 765-7142, or E-mail at: FSSMS/TCPETT9.

Supervisor Check-off Sheet

Meat Carving

**Checking
the
Completed
Products**

You may refer to the manual listed on page 2-2 to check off the student for the exercise

	YES	NO
1. Did the student chose the correct knife?	_____	_____
2. Did the student correctly sharpen the knife?	_____	_____
3. Did the student correctly steel the knife?	_____	_____
4. Did the student correctly identify the grain direction in the roast to be carved?	_____	_____
5. Did the student successfully hand-carve the roast?	_____	_____
6. Did the student properly serve the product?	_____	_____

Continued on next page

Meat Carving, Continued

Signature

If any of the responses are no, explain to the student where the errors were made and direct the student to go back and repeat that particular task.

If all responses to the questions are yes, sign this sheet and performance qualification A.5.03.

Date: _____

Supervisor: _____

If upon submission of the practical exercises, you need clarification of the expected performance, contact the Food Service Specialist Subject Matter Specialist at (707) 765-7142, or E-mail at: FSSMS/TCPET19.

Supervisor Check Off Sheet for Menu Preparation

Prerequisite Upon completion of the practical exercise in chapter 4, the student should submit three new 7-day menus. This will eliminate the possibility of the student submitting old menus that have previously been approved, thereby defeating the purpose of the exercise.

Checking the Menus The student should be proficient in preparing three 7-day cycle menus. Use the check off sheet to assist you in verifying the student's ability to perform the assigned qualification. You may refer to the manuals listed on page 4-1 to check off the student for the exercise.

	YES	NO
1. Did the student include the proper amount of foods from each of the four food groups for each meal listed?	_____	_____
Group 1: Milk - minimum of 16 ounces (total per day)	_____	_____
Group 2: Meat - 2 or more servings (total per day)	_____	_____
Group 3: Vegetables/Fruit - 4 or more servings (total per day)	_____	_____
Group 4: Breads/Cereals - 4 or more servings (total per day)	_____	_____

Continued on next page

Supervisor Check-off Sheet for Menu Preparation

Checking the Menus (Continued)

- | | | |
|--|-------|-------|
| 2. Did the student ensure Monday's entrees are not the same as the previous day? | _____ | _____ |
| 3. Can all food items be prepared using existing equipment in your food preparation area? | _____ | _____ |
| 4. Does each individual menu include at least three different color contrasts? | _____ | _____ |
| 5. Is each item included no more than once per week? | _____ | _____ |
| 6. If an item is included every week, on the same day and meal (e.g. Saturday pizza) is it the crew's preference? | _____ | _____ |
| 7. Are all of the recipe card numbers listed on the final Dining Facility Menu (NAVSUP 1080)? | _____ | _____ |
| 8. Are no more than three fried items included (per week) on any given menu? | _____ | _____ |
| 9. If deep fat fried items are listed, are there alternatives included (e.g. baked, boiled, steamed or broiled)? | _____ | _____ |
| 10. Did the student list no more than three tomato based products (e.g. spaghetti sauce, lasagna, chile, etc.) per seven day cycle menu? | _____ | _____ |

Supervisor Check-off Sheet for Menu Preparation, Continued

**Checking
the Menus
(Continued)**

- 11. If not at sea, are fresh fruit and vegetable items currently included from the available on board inventory? _____ _____

- 12. If fresh fruits and vegetables are in the on board inventory, are they listed on the first two (7-day) cycle menus so they will be consumed prior to spoiling? _____ _____

Continued on next page

Signature

If any of the responses are no, explain to the student where the errors were made and direct the student to go back and repeat that particular task.

If all responses to the questions are yes, sign this sheet and performance qualification A.5.04.

Date:_____

Supervisor:_____

If upon submission of the practical exercises, you need clarification of the expected performance, contact the Food Service Specialist Subject Matter Specialist at (707) 765-7142, or E-mail at: FSSMS/tcpet.

Continued on next page

Supervisor Check-off Sheet for Load Guides

Checking the Load Guide

The student should be proficient in preparing three, 7-day cycle load guides. Use the check-off sheet provided to assist you in verifying the students ability to perform the assigned qualification. You may refer to the references listed on page 5-2.

Quality check

Did the student?

YES

NO

1. Ensure potato substitutes were included in the totals to meet the requirements of the approved menus until the unit is re-supplied?

2. Ensure frozen vegetables were included in the totals to meet the requirements of the approved menus until the unit is re-supplied?

3. Include condiments (i.e. catsup, mustard, steak sauce, etc.)?

4. Include spices (i.e. oregano, salt, garlic, pepper, bay leaves, etc.)?

5. Load additional juices, fruit drinks, etc., if your units patrol area is in the tropics

6. Prior to deployment, contact the nearest supply depot (if military) out of CONUS and arrange/research the logistics?

Continued on next page

Supervisor Check-off Sheet for Load Guides, Continued

**Quality
check
(continued)**

Did the student?

YES

NO

7. Prepare and forward a LOGREQ to be sent to the unit that will support the mission for re-supply (i.e. transfer of stores, set up BPA, etc.)?

8. Correctly calculate the required amounts?

Signature

If any of the responses are no, explain to the student where the errors were made and direct the student to go back and repeat that particular task.

If all responses to the questions are yes, sign this sheet and performance qualification A.5.05.

Date:_____

Supervisor:_____

If upon submission of the practical exercises, you need clarification of the expected performance, contact the the Food Service Specialist Subject Matter Specialist at (707) 765-7142, or E-mail at: FSSMS/tcpet.

Appendix

MENU DRAFT

Week beginning _____

[illegible]

Remove and copy/enlarge for this exercise

NAVSUP FORM 1080		DINING FACILITY MENU		
ACTIVITY		WEEK BEGINNING		
	BREAKFAST	LUNCH	SPEEDLINE/BRUNCH	DINNER
M O N				
T U E				
W E D				
T H U				
F R I				
S A T				
S U N				

PREPARED BY	APPROVED (FSO)	APPROVED (CO/OINC)
S/N 0108-LF-501-0800		

Frequency Chart: Remove and copy/enlarge for this exercise

[illegible]

Frequency Chart: Remove and copy/enlarge for this exercise

BAKERY AND DAIRY	1ST WEEK			2ND WEEK			3RD WEEK			4TH WEEK			TOTAL TIMES SERVED
	B	L	D	B	L	D	B	L	D	B	L	D	
* BREAD													
WHITE													
WHEAT													
RYE													
HOT DOG BUNS													
BURGER ROLLS													
B/S ROLLS													
FR. BREAD													
ENG. MUFFINS													
ASST. BAGELS													
* DAIRY													
CHEESES													
AMERICAN													
CHEDDAR													
COTTAGE													
CREAM													
PARMESAN													
MOZZARELLA													
SWISS													
EGGS FRESH													
EGGS FROZEN													
BUTTER													
MARGARINE													
MILK WHOLE													
MILK 2%													

Frequency Chart: Remove and copy/enlarge for this exercise

[illegible]

Frequency Chart: Remove and copy/enlarge for this exercise

RED MEAT	1ST WEEK B L D	2ND WEEK B L D	3RD WEEK B L D	4TH WEEK B L D	TOTAL TIMES SERVED
BEEF CUTS					
SHORT RIBS					
TOP ROUND					
FLANK STEAK					
N. Y. STRIP					
STEW MEAT					
BRISKET					
TENDERLOIN					
TOP ROUND					
BOTTOM RND					
RIB ROAST					
GROUND 80-20					
PATTIES 4-1					
VEAL CUTS					
STEW MEAT					
GROUND					
ROUND ROAST					
CUTLETS					
BRD. PATTIES					
LOIN CHOPS					

Frequency Chart: Remove and copy/enlarge for this exercise

FRESH VEGETABLES	1ST WEEK B L D	2ND WEEK B L D	3RD WEEK B L D	4TH WEEK B L D	TOTAL TIMES SERVED
ASPARAGUS					
BROCCOLI					
BR. SPROUTS					
CABBAGE					
CARROTS					
CAULIFLOWER					
CELERY					
CUCUMBER					
CORN-COB					
GRN. PEPPERS					
* LETTUCE					
BOSTON					
ENDIVE					
ICEBERG					
ROMAINE					
MUSHROOMS					
ONIONS					
PEAS					
POTATOES					
RADISHES					
ZUCCHINI					

Frequency Chart: Remove and copy/enlarge for this exercise

PORK AND OTHER ITEMS	1ST WEEK			2ND WEEK			3RD WEEK			4TH WEEK			TOTAL TIMES SERVED
	B	L	D	B	L	D	B	L	D	B	L	D	
ARM ROAST													
BLADE ROAST													
CUBED STEAKS													
SMKD. HOCKS													
COUNTRY RIBS													
BACK RIBS													
LOIN ROAST													
CHOPS													
TENDERLOIN													
FRESH HAM													
GROUND													
CAN. BACON													
SMKD. HAM													
SLICED BACON													
* SAUSAGE													
GROUND													
LINKS													
PATTIES													
OTHER ITEMS													
LIVER													
PEPPERONI													
KIELBASA													
PASTRAMI													
BOLOGNA													
SALAMI													
HOT DOGS 4-1													
HOT DOGS 10-1													

Frequency Chart: Remove and copy/enlarge for this exercise

POULTRY & SEAFOOD	1ST WEEK			2ND WEEK			3RD WEEK			4TH WEEK			TOTAL TIMES SERVED
	B	L	D	B	L	D	B	L	D	B	L	D	
* CHICKEN													
BREAST													
IQF													
WHOLE													
QUARTERS													
GROUND													
BRD. PATTIES													
HOT WINGS													
CORNISH HENS													
* TURKEY													
WHOLE													
ROLL													
GROUND													
BREAST													
* SHRIMP													
GREEN													
BREADED													
SCALLOPS													
BRD. SCALLOPS													
HALIBUT													
SALMON													
OYSTERS													
BRD. OYSTERS													
LOBSTER TAILS													
CRAB LEGS													
CLAMS													
* FISH													
FRESH FILETS													
BRD. FILETS													

Frequency Chart: Remove and copy/enlarge for this exercise

[illegible]

Frequency Chart: Remove and copy/enlarge for this exercise

[illegible]

**End of text for the FS2 Food Preparation
& 3 Week Cycle Menus**